

**NH COMMUNITY TECHNICAL COLLEGE SYSTEM
BOARD OF TRUSTEES
FACILITIES COMMITTEE
October 5, 2006**

Members Present: Robert Mallat, William Simonton, Matt Moore, Wayne Cotton, David Paquette, Mark Edelstein, Katharine Eneguess, Lucille Jordan, Darlene Miller, Marie Mills, William Bartlett, Lynn Kilchenstein, Charles Annal, Harvey Hill, Michael Marr, Walter Peterson, Richard Gustafson, and Shannon Reid.

The meeting was called to order at 1:40 p.m. at NHTC-Berlin Room 147.

AGENDA ITEM #1: Approval of the March 28, 2006 Meeting Minutes

VOTE: The Committee, on motion of Trustee Cotton, and seconded by Trustee Paquette, voted to approve the March 28, 2006, minutes as submitted.

AGENDA ITEM #2: Status of FY 05/06 Capital Projects – Matt Moore

Mr. Moore stated that the 180-day report that we are required to submit to the Capital Budget Overview Committee is nearing completion. He gave a brief summary of each project, noting that he would e-mail the report to the Committee by the end of the week.

Claremont Library Learning Center - Construction has begun and is on schedule with expected completion in March '07. Chairman Mallat asked about the availability of equipment funding. President Hill reported that there is no funding at this time but that current equipment will be moved to the new building. Funds will be budgeted for 08-09, and new equipment may be purchased after July 1, 2007.

Manchester Health Education Tech Center – President Miller reported that the project is going extremely well with very cooperative contractors and architect. The groundbreaking ceremony and publicity on the project was excellent, including a news release on the solar house prior to its dismantling. Potential completion is August '07.

Nashua Student Wellness Center – Mr. Moore reported that this project goes out for bid advertising next Tuesday. President Jordan presented a large photo board of the proposed quad area, stating that the square footage had been decreased, combining two buildings into one. The project will be a pre-qualified, low-bid, design-build contract.

Trustee Paquette stated for the record that he would prefer to see project contracts go to the most qualified bidder as opposed to the low bid, and offered examples of contractor/building problems to support his position. He reiterated his previous statement from the last meeting that all

subcontractors who work with state agencies should be accountable for substandard work. President Hill also expressed concern about having to accept the lowest bid.

Mr. Moore explained that once Public Works awards the bids, it is out of our hands. Trustee Paquette asked whether we would have the opportunity to change any project specifications prior to going out to bid. Mr. Moore will look into this and report back. President Jordan added that there was much research campus-wide to specifically identify all the materials needed for this project. Three classrooms will be made immediately available with the construction of an elevator to link the two buildings together. The State is bonding the project cost, but the student body is paying for the project through fees, for which there is strong support. She is hoping the bid will be awarded and the groundbreaking will take place prior to December 21.

Chairman Mallat stated that the Board, using their appropriate authority, will work to obtain the most qualified contractor for all projects. Mr. Moore added that contractors/architects must adhere to all building codes. The planning for this project, which identified all specific aspects of the project, cost \$15,000 more than anticipated. The project will include parking. Critical maintenance funds will be tied into the project as well. We anticipate that the next capital appropriation will tie this building in with the automotive building. Also taken into consideration in this project planning is the upcoming expansion of Rte. 101A.

President Miller noted that it is beneficial to have a clerk on site because that clerk reports directly to the President and is not pulled away on several different projects. President Jordan asked if she could hire her own clerk. Mr. Moore indicated that this could be done through Public Works.

Pease Building Renovations – Mr. Moore reported that the architect's estimate, which is way over budget, is currently being evaluated to see if the plan is valid. The project is out to bid for 4 weeks.

Chairman Mallat reported that the cost for Center for Excellence at the Keene Dillant-Hopkins Airport, which had been estimated at approximately \$9M, has since escalated to \$15 - \$18M. President Jordan explained that the initial estimate was driven by a quick turnaround deadline to submit the plan to Senator Gregg's office. Experts have since thoroughly reviewed the plan, resulting in a lay-out change. Chairman Mallat wants the Board to be better informed on this topic before going further with the feasibility study and further involving the federal delegation. President Bartlett made some observations based on his experience working with the FAA.

AGENDA ITEM #3: Discuss how to further define FY08-09 Capital Budget Request

Chairman Mallat indicated that all Capital Budget plans will be reviewed and costs adjusted as part of the capital budget/public works process.

AGENDA ITEM #4: Other

Mr. Moore reported that the NHTI Bistro, as approved in the current Capital Budget for \$2.5M, is currently under construction and is expected to be completed by March '07. He is working on

the design for the Little Hall cafeteria renovation, and bids should be received by the time the Bistro is completed.

He explained that projects come before this Committee to present designs. Once Public Works receives the information and sends it out to bid, it is in Public Works' hands. Chairman Mallat requested that follow-up status on all projects be reported to this Committee.

With regard to the Pease project, Chairman Mallat stated that the \$15M project as presented to the Committee has been cut back to \$8M with a reduced square footage.

President Jordan asked if the Nashua architect should attend the next meeting in order to better explain the Nashua project. Chairman Mallat will let her know.

Trustee Paquette asked for an update on the land issues with the Planetarium. President Kilchenstein responded that there has been discussion about placing the Planetarium parking lot on a site that does not compromise parking for either institution, or sharing a parking lot. Commissioner Simonton indicated that the land had been donated to the Department of Education who passed it on to the NHCTC System to be used for the college. This issue will continue to be discussed, and may include discussion at the Board level between the NHCTCS Board and the Planetarium Board.

Discussion ensued regarding concern for timely completion of critical maintenance projects. Mr. Moore is working diligently with Public Works to move forward on these projects and has been able to obtain the roofing projects from Public Works in order to expedite the process.

President Kilchenstein asked at what stages capital projects should come before this Committee for review. Chairman Mallat responded that this will be discussed and determined.

Commissioner Simonton asked the Presidents to submit their campus emergency plans to Shannon Reid.

The meeting adjourned at 2:40 p.m.

NEXT MEETING: Thursday, October 26, 2006, 8:30 a.m. at NHTI MacRury Hall.

Respectfully submitted,

Gloria Tremblay
Administrative Assistant
NHCTC-Berlin